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MARAC
MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

discovers Towson!

From The Editor

With this issue, I am stepping down as Editor of the *Mid-Atlantic Archivist.* The two years I have served have seen a number of changes. While I put together my initial issue, MARAC took the first steps as a tax-exempt organization; now, we have promising avenues for fundraising and a solid endowment for education, one of MARAC's primary goals and one of its strengths. In these two years, meeting profits have gone up and down, and up again. In the Fall of 1999, we had just begun working with a management company, and while the issue may not be completely resolved, some heavy burdens have been taken from the shoulders of MARAC members. I'm proud to have been a part of this progress.

In these two years, I have been able to work with a number of outstanding individuals, people who set aside time from their often hectic schedules to sustain and improve MARAC. I have had an inside view of the generosity and the abilities of my colleagues and friends. Here I would like to take this opportunity to thank just a few:

- Charles Greifstein, my predecessor, for his advice and his columns;
- Katy Rawdon-Faucett for her invaluable work as Associate Editor and for taking on the challenge of editing the MAA;
- Jim Byers and Becky Collier for their leadership and guidance;
- Bruce Abrams for his years of service as Advertising Editor;
- Tom Frusciano and Peter Wosh for their advice and support;
- Communications By Design for consistently great work, and particularly for their patience as I learned the ropes; and
- the Officers, Committee Chairs, Caucus Representatives, and members of MARAC who contributed their time and ideas to MAA.

Susan Aprill

Cover image: The architecture and landscape of the Sheppard and Enoch Pratt Hospital played an important role in the institution's compassionate treatment of the mentally ill. A documentary film about the institution will be the subject of the Plenary Session at MARAC Spring 2002. This 1929 photo comes from the Baltimore Gas and Electric Collection, courtesy of the Maryland Department, Enoch Pratt Free Library, Baltimore.

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From The Chair

From all reports, our Fall meeting in Richmond was a tremendous success. More than 250 people registered and participated in a series of lively programs and workshops, as well as partaking in the varied attractions offered by the Old Dominion's capitol. Special thanks are due to members of the Local Arrangements Committee, magnificently co-chaired by Jodi Kosti and Tom Crews, and to the Program Committee under the superb leadership of Cheryl Stadel-Bevans and Linda Miller. Towson, Maryland, is our next stop for a stimulating encounter "Beyond the Basics." Additional information is available in this issue and on the MARAC Web site at http://www.lib.umd.edu /MARAC/marac-hp.htm. Conveniently located just outside Baltimore, Towson is a unique community, full of charm and history, waiting to be discovered. I hope to see you there.

Speaking of meetings, the preliminary results of the survey enclosed with Fall's membership renewal forms have been compiled, and we expect the next issue of the MAA will feature an article interpreting the data. As you may recall, the survey concerns our bi-annual conferences and its purpose is to help provide us with a better picture of how the conferences fit into MARAC's activities. As many of you know, conferences offer exceptional opportunities for members to enhance their professional skills and network with colleagues. The primary purpose of a conference is to provide an educational experience for participants, but an occasional side-effect of a successful conferences is additional income for MARAC. However, conferences are expensive propositions to bring forth, especially when one factors in the dramatic rise in costs charged by hotels during the past few years. Another important non-financial cost includes the time volunteered by dedicated members of local arrangement and program committees, who often put in long hours. Staffing both committees twice a year is a demanding task. The Steering Committee will be discussing the results of the survey, and how the results fit with MARAC's future. Please contact your Caucus Representative or a Steering Committee member if you have additional opinions or ideas to contribute.

The July Steering Committee Meeting was highlighted by the renewal of the Kimball and Associates (K&A) contract. This one-year contract will continue K&A's assistance with the membership database and conference registration, and ensure that these operations function smoothly. At the same time, the Steering Committee directed that an ad hoc committee be formed to review other administrative contract offers in an effort to obtain similar services at a lower cost. I believe the Steering Committee is making a concerted effort to explore all options to balance expenses and benefits for members, and again, I welcome your suggestions.

Jeff Flannery

Steering Committee Summary — Summer 2001

July 27, 2001, Maryland Historical Society

After the call to order at 11:20 am, a motion to approve the Spring meeting minutes was made, seconded and approved.

CHAIR

Sharon Pullen's offer to provide administrative services to MARAC was discussed at length, particularly concerns about the level of service, time and institutional commitments, and cost. Steering Committee noted its appreciation of Sharon's proposal. A motion was made to defer action while the Ad Hoc Committee on Contractual Services reviews the proposal, explores other options, and revises and advertises the RFP in MAA and on appropriate archival listservs. The motion was discussed and approved.

Tom Connors discussed the activity of the Memorial Fund and Special Committee for Development. A proposal from Merrill Lynch and the question of fund oversight authority were discussed. The Committee requested, and the Chair agreed to appoint, additional members.

The Chair reported that funding for the Smithsonian Center for Materials Research and Education had been reinstated by Congress.

Appointments were announced: Jim Stimpert to Nominations and Elections; Marisa Keller to replace David Hettrick as Parliamentarian; and John LeGloahec to Finance Committee.

VICE CHAIR AND MEETINGS COORDINATING (MCC)

The Philadelphia Spring meeting 2001 drew 320 attendees with profits projected at $15,736.

The Fall 2001 meeting (Richmond VA, Oct. 25-27) will be joined by the Society of North Carolina Archivists. Pre-registration will end on Oct. 3; the conference room rate of $99 will close Oct. 8. Steering Committee will meet 5:30 to 9:00 on Oct. 25; Committee Chairs were asked for their meeting room needs. The conference theme, speakers and budget were presented; a motion to approve the budget was made and passed. Thanks for work on the program were offered to Linda Angle Miller and Cheryl Stadel-Bevans.

Local Arrangement Co-Chairs Mary Mannix and Margaret Burri reported on preparations for the Spring 2002 meeting (Towson MD, Apr. 18-20). The reception will be held at the MD Historical Society. Program Co-Chairs Danna Bell-Russel and Susan McElrath will present a finalized line-up at the Richmond meeting. [An article on Towson appears in this issue – ed.]

A contract has been signed with the Grand Hotel in Poughkeepsie NY for the Fall 2002 meeting (Oct. 24-26); the room rate will be $129. For this joint meeting with the New England Archivists (NEA), Brian Keough and Christine Crawford are heading up the LAC, and Program activities will be handled by a joint committee of 6 NEA and 8 MARAC members, led by Barbara Austen (NEA) and Alison Oswald (MARAC), whose institution is hosting a listserv for the committee. To ensure geographic coverage in the program, NEA and MARAC members will pair up in developing sessions. The meeting will follow a slightly abbreviated format: Thursday - workshops, tours, committees and hospitality suite; Friday – caucus and business meetings, luncheon program, afternoon session, and evening reception; and Saturday – morning sessions.

Arrangements and precise dates for the Spring 2003 meeting were discussed. Karl Niederer received a draft proposal from the Lafayette Yard Marriott in Trenton NJ with a $129 room rate and a range of possible dates. Steve Dalina investigated the Sheraton Atlantic City Convention Center, with rooms at $135 between Apr. 30-May 4. Harrisburg is no longer a possibility.

Alternatives for the Fall 2003 meeting were also discussed. David Hedrik has looked into Gettysburg PA, though signing up members for LAC and Program may be problematic. Debbie Rougeux indicated that the University of Pittsburgh is willing to host a Fall meeting in either 2003 or 2004, and local MARAC members have expressed interest in both LAC and Program duties.

The Vice Chair concluded with several open issues. These include ongoing consideration of alternative Fall meeting formats and the results of the recent membership survey; identification of future meeting sites; and review of vendor exhibit issues, such as fee adjustments, vendor relations and the possibility of offering package deals to advertisers.

TREASURER

Third quarter income came from dues, publication sales, interest, conference income, contributions and mailing list sales. Expenses included insurance premiums, K&A management fees, fees for returned checks, mailings, publications printing, awards and conference costs. Profits from the Philadelphia meeting totaled $16,401.67.

SEE SUMMER STEERING COMMITTEE ON PAGE 4

SUMMER STEERING COMMITTEE FROM PAGE 3

The FY 2002 budget, already approved by Finance Committee, was amended to include scholarship income. The motion was made to approved the amended budget; the motion was approved.

Additional coverage for employee dishonesty (up to $50,000 for $150) may be added.

The Ad Hoc Development Committee has been charged with investing the monies according to the donor's stipulations. Currently, the funds are in the money market account, along with additional funds that were part of the CD.

Finance Committee offered the following suggestions for the 2002 scholarship budget of $4,139:

Broaden the eligibility for scholarships and/or offer more scholarships per meeting;

Allocate the scholarships among the state caucuses to encourage attendance and bolster MARAC's status as an educational/charitable groups for tax purposes;

Offer scholarships for workshops; and underwrite non-conference workshops.

Appeals for tax exemptions were denied in DC and PA. MARAC will reapply in DC depending on the election next spring, and must broaden its "charitable" base before re-applying in PA.

Discussion ensued about a possible dues increase, necessary to cover operating expenses and the cost of membership services; Finance and Development Committees will review this, and other means of fund-raising.

ADMINISTRATOR

Current membership is 1028: 932 regular and 96 student/retired members. State caucus memberships are as follows: DC - 183; DE - 32; MD - 141; NJ - 133; NY - 245; PA - 229; VA - 132; WV - 11.

Dues renewals were sent to 1018 member in July with a membership survey included; 182 renewals have been processed with a high response rate on the surveys. Additional renewals will go out in the fall, and will request a distinction between student and retired.

COMMITTEES

Arline Custer Memorial Award

The 2000 Awards were presented at the Spring meeting. Deadline for the 2001 Awards is July 31; these will be presented at the Fall Meeting.

Submissions have increased due to postings on a number of listservs (archives, records management and history); of the 10 items submitted to date for 2001, eight resulted from the postings.

Education

The Fall Meeting will offer four workshops, covering MARC, records management, video preservation and basic conservation, with fees at $25-50. SAA will offer its two day EAD workshop. Planning for workshops

SEE SUMMER STEERING COMMITTEE ON PAGE 7

March 1 Deadline For Spring 2002 MARAC Meeting Scholarships

MARAC is pleased to offer several funding opportunities for the Spring 2002 meeting in Towson MD, on April 18-20, including:

- a $400 scholarship for conference registration, workshops, conference meals, lodging and/or related travel expenses;
- two scholarships to cover registration fees for one full day or up to two half-day MARAC workshops; and
- two awards of up to $250 to assist individuals with travel to the meeting.

Qualifications: Eligible applicants should be currently employed in the MARAC region in an archival or archives-related position, OR enrolled as a graduate student in a program that includes courses in archival administration.

Submit a current resume; a cover letter indicating the award for which you are applying and including a statement of the expected benefits of attendance; and a letter of reference from a person with knowledge of your work or educational program. For the travel award and meeting scholarship, please include an estimate of expenses.

All applications should be sent by email to mary.rephlo@nara.gov with a hard copy by fax (202-208-1903) or mail to the current Chair of the MARAC Education Committee: Mary Rephlo, West Moat, National Archives Building, 700 Pennsylvania Avenue, NW, Washington, DC 20408.

Deadline: March 1.

For information on upcoming MARAC meetings, see http://www.lib.umd.edu/MARAC/maraccon.htm.

Treasurer's Report, Fiscal Year 2001

July 1, 2001–September 30, 2001

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	% of Budget	2000 Actual
REVENUE AND SUPPORT								
Membership Dues	$40,000.00	$4,352.00	$3,175.00	$3,061.00	$25,619.00	$36,207.00	91%	$45,503.00
Publications Sales	$1,500.00	$71.45	$256.00	$192.00	$295.01	$814.46	54%	$767.81
Pub. Advertising	$2,000.00	$0.00	$0.00	$240.00	$870.00	$1,110.00	56%	$926.00
Bank Interest	$5,000.00	$350.98	$331.90	$270.40	$2,375.37	$3,328.65	67%	$4,208.34
Conferences	$4,875.00	$1,100.00	$13,603.67	$29,376.00	$8,833.00	$52,912.67	1085%	$50,520.37
Mailing List Sales	$800.00	$0.00	$0.00	$50.00	$100.00	$150.00	19%	$60.00
Contributions	$2,000.00	$9.00	$1,620.00	$2,795.00	$605.00	$5,029.00	251%	$470.00
Miscellaneous	$100.00	$25.70	$28.00	$0.00	$82.00	$135.70	136%	$7.00
Total Revenue - Support	$56,275.00	$5,909.13	$19,014.57	$35,984.40	$38,779.38	$99,687.48	177%	$102,462.52
EXPENSES								
General	$1,120.00	$75.00	$1,297.98	$300.00	$7.52	$1,680.50	150%	$1,675.43
Administrator	$30,635.00	$7,673.21	$7,792.19	$6,625.93	$8,318.61	$30,409.94	99%	$40,309.98
Treasurer	$2,300.00	$58.13	$3,459.65	$167.68	($17.38)	$3,668.08	159%	$2,653.99
State Caucuses	$690.00	$10.41	$54.75	$23.86	$0.00	$89.02	13%	$602.04
Committees	$3,180.00	$0.00	$1,052.31	$156.68	$703.25	$1,912.24	60%	$4,916.61
Publications	$15,400.00	$3,272.83	$7,335.74	$288.89	$5,200.00	$16,097.46	105%	$16,289.33
MARAC Archivist	$500.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%	$500.00
Awards	$750.00	$0.00	$0.00	$700.00	$0.00	$700.00	93%	$500.00
Conference Expenses	$2,000.00	$1,625.00	$5,454.34	$16,856.17	$4,776.76	$28,712.27	1436%	$54,965.67
MARAC Scholarship	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%	$1,755.00
Miscellaneous	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%	$0.00
Total Expenses	$56,575.00	$12,714.58	$26,446.96	$25,119.21	$18,988.76	$83,269.51	147%	$124,168.05
NET INCOME or (LOSS)	($300.00)	($6,805.45)	($7,432.39)	$10,865.19	$19,790.62	$16,417.97		

SUMMARY - FOURTH QUARTER FY 2001	
Opening Balance	$107,848.29
Income	$38,779.38
Expenses	($18,988.76)
Closing Balance	$127,638.91

FUND	OPENING	CREDITS	DEBITS	CLOSING
Current	$32,828.59	$27,413.31	($18,988.76)	$41,253.14
Endowment	$28,019.70	$2,366.07		$30,385.77
Reserve	$47,000.00	$9,000.00		$56,000.00
Totals	$107,848.29	$38,779.38	($18,988.76)	$127,638.91

Cash Accounts	
Checking Accts.	$39,787.54
Savings Accts.	$87,851.37
Cert. of Deposit:	$0.00
Total	$127,638.91

Winter 2002
MAI Scholarship Winner Named

Sherri Bagley, Local Records Archivist at the Library of Virginia, is the recipient of the Leonard Rapport Modern Archives Institute (MAI) scholarship for the Winter 2002 session. Sherri has worked at the Library of Virginia since 1984, beginning as an office services aide. Through determination, initiative and excellent work, Sherry earned four promotions, finally becoming an archivist in 1999. Clearly, Sherry will benefit from participating in the Institute, and MARAC is pleased to be underwriting her attendance.

Welcome New Members!

Joanne Archer,
University of Maryland

Ruth A. Ash, *Allegheny College*

Barbara Bair, *Library of Congress*

David A. Baldwin,
The Maryland Historical Society

Alexandra Bernet, *Rutgers University*

Sherry C. Birk, *Octagon Museum*

Meredith Bouchard,
Cold Spring Harbor Lab

Jared L. Campbell,
University of Pittsburgh

Judy Capurso,
Charles Summer School Museum & Archives

Nora Chidlow,
Gallaudet University Archives

Kate Colligan,
University of Pittsburgh Archives Service Center

Emily Connell,
Baltimore Museum of Art Library

Marian R. Creamer,
Missionary Sisters of the Catholic Apostolate

Sally K. Davidson, *SKD Productions*

Rebecca Dobyns

Cynthia D. Earman,
Bucks County Historical Society

Edward Eckert, *Lucent Technologies*

Susan M. Edwards,
Salem State College

Anne C. Edwards,
Catholic Diocese of Richmond

Sharon L. Fickeissen,
Hagley Museum & Library

Stacey L. Flatt,
National Museum of Women in the Arts

Walter Fort, *The Library of Virginia*

Barbara Frake, *St. Mary's Parish*

Lisa Gensel,
Hagley Museum & Archives

Margaret Goodbody,
D.C. Public Library, Washingtoniana Division

Mindy S. Gordon,
Rockefeller Archive Center

Anne Hakes,
George Mason University

Susan Hamson,
Chemical Heritage Foundation

Michael Hussey,
National Archives & Records Administration

Stephen Janick, *Drexel University*

Marianne Kasica,
University of Pittsburgh

David Kuzma,
Rutgers University Special Collections & Archives

Jennifer S. Landry,
Jefferson County Historical Society

Bruce Laverty,
Athenaeum of Philadelphia

Lillie Lee, *University of Maryland*

Gregory Lepore,
Maryland State Archives

Beth A. Lewis,
Fox Chase Cancer Center

Rose Marie,
The Felician School for Exceptional Children

John P. Martin,
Medgar Evers College/CUNY

Sue Ann McMaster,
McMaster Archival Consulting

Meg Melvin, *National Gallery of Art*

Patricia Murphy,
National Agricultural Library

Paige Neal, *Library of Virginia*

Josephus Nelson,
Library of Congress

Valerie Park,
Sarah Lawrence College Archives

Tyler Paul,
St. Catherine's School Archives

Gail M. Pietrzyk,
Nightingale Productions

Laura M. Poll, *Rutgers University*

MaryJo A. Price,
Frostburg State University

Tracey Rasmer,
Diocese of Wheeling-Charleston

Jill F. Reilly, *University of Maryland*

Marianne C. Riley

Vincent Sansone,
Catholic Diocese of Richmond

Ute Schechter, *Library of Virginia*

R. Gerald Schoelkopf,
West Chester University

Lorin V. Seipp,
Virginia Historical Society

Katie Senft, *New York University*

Patrick H. Shea,
Historical Society of Pennsylvania

Paula Skreslet,
Union Theological Seminary

Suzanne B. Smith

Irma M. Smith, *Chatham College*

Lynn Jones Stewart,
National Agricultural Library

Daniel A. Stokes, *NHPRC*

Amy Surak, *Covenant House*

Scott S. Taylor,
Georgetown University Library

Evan Towle,
Temple University Urban Archives

Jinny Turman,
Blue Ridge Institute & Museum

Desider L. Vikor,
University of Maryland

Viola Voss, *Leo Baeck Institute*

Heather A. Wade,
Chemung County Historical Society

Elizabeth Wilkinson, *U.S. Mint/ZAI*

Kay Zaharis,
History Associates, Inc.

SUMMER STEERING COMMITTEE FROM PAGE 4

at the Spring 2002 meeting is underway; suggestions are welcome. No refunds will be made in the two weeks preceding the meetings.

The Committee is very pleased that scholarships will resume, and with the endowment fund in place, looks forward to developing and expanding the program.

Finding Aid Awards

New Chair Brian Keough and new committee members Nancy Taylor and Fenanda Perrone thanked their predecessors. One vacancy remains.

The 2001 awards were presented at the Spring meeting; many submissions had been received, the result of greater publicity in MAA and on the Archives listserv. Submissions for the 2002 awards are now being accepted.

Membership Development

Various recruitment options are in the works, including a targeted campaign in the Fall. The Membership brochure is available to caucus reps and interested members for local meetings.

Nominations

The Committee seeks suggestions for next year's elections. Treasurer, Secretary, State Caucus Representatives, three members of Nominations and two members of the Custer Awards Committees will be elected.

Outreach

New Chair J.J. Ahern thanked outgoing and continuing members. 2001 Service awards were presented at the Spring meeting. Nominations for future awards should be submitted through State Caucus Reps so that the committee can recognize a greater variety of outstanding members.

Publications

Conference sales totaled 34 publications; additional sales totaled 206 items. Two technical leaflets will be published soon — "Archives Week Celebrations" by Sharon Pullen and "Archives and the Americans with Disabilities Act" by Frank Serene. The Symposia Volume "Archives Under Construction" is reported to be completed and ready for sale.

MAA seeks a new Advertising Editor, who will take the lead on recruiting new advertisers, connecting with vendors and MARAC corporate members, and raising ad revenues.

NCCPH

National Coordinating Committee will have an all-day meeting at SAA on Aug. 29; the public is welcome to attend from 3:00–5:00 pm.

FIRM

Discussion ensued about MARAC's continued presence at these meetings. Tom Connors agreed to continue to represent MARAC.

New Business

The timing of the Business Breakfast and Awards Presentations was discussed. MCC will consider establishing a separate time for award presentations, perhaps as part of the program for the reception.

A motion was made and seconded to adjourn. The motion passed and the meeting adjourned at 2:40 p.m.

Steering Committee Summary — Fall 2001

Friday, October 2, 2001, Richmond, Virginia

The meeting was called to order at 5:35 p.m. The minutes for the Summer 2001 meeting were approved.

ADMINISTRATOR

Catherine Payson from K&A reported membership for 2001–02 at 851: 779 regular members and 72 student/retired. An additional 206 members listed in the database have yet to renew. Since July, 41 new members have joined: 36 regular and 5 student/retired. Three renewal mailings have been sent.

State Caucus memberships are as follows: DC-186, DE-34, MD-143, NJ-133, NY-249, PA-233, VA-143, and WV-12. Some members belong to more than one caucus, so the state caucus totals will not equal the total membership.

Preliminary numbers for the Richmond meeting were reported. Of the 27 non-MARAC registrants, 15 have opted to join and will be added to the database immediately following the meeting.

CHAIR

The Ad Hoc Committee on Administrative Services has reviewed Sharon Pullen's proposal to act as MARAC administrator and sent comments to her. The Committee is awaiting a response before deciding on the next step. The K&A contract expires in July, with a 90-day escape

SEE FALL STEERING COMMITTEE ON PAGE 13

APS Library Posts EAD Finding Aids to Web

The American Philosophical Society (APS) Library is pleased to announce that finding aids for 35 manuscript collections, including the records of the American Eugenics Society and the papers of Joseph Priestley, Caspar Wistar, and two Nobel laureates, geneticist Barbara McClintock and molecular biologist Salvador Luria, are available online. Tagged in Encoded Archival Description (EAD) and linked through the Library's new Mole (Manuscripts On-line) Guide, the finding aids are available at http://www.amphilsoc.org/library/eadfiles.htm. The Library plans to make all of its finding aids publicly available in electronic form.

This web project of the Philadelphia Area Consortium of Special Collections Libraries (PACSCL) was funded by the Gladys Kriebel Delmas Foundation. APS Manuscript Librarian Robert Cox chaired the project's steering committee and served as technical consultant. Each of the 16 participating PACSCL institutions was able to encode up to 1,500 pages of finding aids using XML-compliant EAD, extensible style sheet language (XSL) and cascading style sheets (CSS). The resulting static HTML files complement the native XML files, allowing users to access the version best suited to their browser software.

The APS Library, located near Independence Hall in Philadelphia, is a leading international center for research in the history of American science and technology and its European roots, as well as early American history and culture. The Library houses over 7 million manuscripts, 250,000 volumes and bound periodicals, and thousands of maps and prints. Please visit http://www.amphilsoc.org for more information.

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State And Local News

Delaware

The Archives of the Roman Catholic Diocese of Wilmington has moved to new quarters on Old Church Road in Greenville. The new mailing address is PO Box 2030, Wilmington, DE 19899; telephone: 302-655-0597.

The Hagley Museum and Library recently acquired approximately 50 linear feet of material from the archives of Raymond Loewy (1893–1986). Particularly rich in pictorial items, the papers document Loewy's long career as America's most famous designer, and represent a significant addition to Hagley's holdings in industrial design and the rise of consumer society.

The Historical Society of Delaware mounted an exhibit at the Delaware History Museum. "A New Look at an Old Town: New Castle, Delaware, 1651-2001" featured photographs and manuscripts depicting New Castle from its beginnings as Fort Casimir to its current status as one of America's architectural and historical treasure towns. In addition to the exhibit, two new books showcase the Society's rich collections. *Delaware in Vintage Postcards*, by Ellen Rendle and Constance J. Cooper (Arcadia), features approximately 200 postcards, and *Delaware Memories: The Early Years, 1850–1945*, published by the Wilmington News Journal, contains around 350 photographs.

The Winterthur Library has made an unusual and important acquisition. The document, dated August 21, 1682, is a grant from Charles II to William Penn for what is now the northern part of Delaware. Because the official indenture, now held at the Delaware Public Archives, is dated August 24, 1682, the earlier document appears to be a rough draft. An article by E. Richard McKinstry appeared in the fall issue of the *Winterthur Magazine.*

Caucus Representative
Connie Cooper can be reached at 302-655-7176 or manuscripts@hsd.org

DC

The Caucus offers thanks to Deborra Richardson, John Fleckner, Susan Strange, Cathy Keen, Mimi Minnick, David Haberstich and the other staff of the Archives Center, National Museum of American History, for terrific presentations, tours and refreshments on July 12.

And many thanks as well for Caucus members who provided exemplary service during SAA's Annual Meeting. Marisa Keller chaired the Host Committee, which included LaNina Clayton, Susan McElrath, Cheryl Stadel-Bevans, Kristine Kaske, Susan Mitchem, Sue Koutsky, and Sarah Turner. In addition to her Program Committee work, Danna Bell-Russel serves on the SAA Council, along with Tom Connors and Thomas Battle. Wilda Logan Willis leaves Council after three years of service.

SAA presenters included Richard Cameron, Susan McElrath, Lauren Brown, Maygene Daniels, LaNina Clayton, Sharon Thibodeau and Jennie Guilbaud, whose session on Panama Canal records was televised by C-SPAN. The presentation – with panel members Thomas Cotter of NARA, Michael Bragale of the Panama Canal Commission, and E. Ariel Camargo of the Panama Canal Authority – was repeated at MARAC's Fall meeting.

The Caucus hosted two successful workshops this fall: one for teachers and one for students working on History Day projects. The teachers' workshop, offered for the second year, illustrated differences between primary and secondary resources, demonstrated descriptive tools for archival collections, and offered advice on locating primary materials. The twenty participants worked with historic maps and photographs and evaluated Internet resources. The student workshop covered these topics, along with components on deciphering old handwriting and using the census.

Thanks to Susan McElrath for organizing the sessions; to Danna Bell-Russel and the National Digital Library Learning Center at the Library of Congress for hosting; to the instructors: Faye Haskins, Kristine Kaske, Gail Redmann, Edward James Redmond, and Donna Wells; and to Mychalene Giampaoli of the Historical Society of Washington for coordinating the workshops and recruiting the students and teachers. The Caucus hopes to continue this great partnership with the Historical Society in the years to come.

In conjunction with Archives Week, the DC Public Library hosted "Ninety Years of Scurlock," a lecture by John Fleckner, Director of the Archives Center of the National Museum of American History. Examining the photographic legacy of the Scurlock Photographic Studio in Washington, DC, Fleckner detailed the impact of the Scurlock family's studio on the thriving U Street community and its role in documenting both the African-American community and other historical events in DC, ca.

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1905–94. Organized by Susan Malbin, the program was co-sponsored by Moorland-Spingarn Research Center of Howard University, Gelman Library at The George Washington University (GWU), the Washington Historical Society and the DC Public Library.

Other Archives Week events included NARA's panel program, "The Charters of Freedom: An Interim Report," with speakers Mary Lynne Ritzenthaler and Catherine Nicholson of NARA's Document Conservation Laboratory. Jennie Guilbaud organized this program. And more than 150 people attended the DC Caucus' 4th Annual Archives Fair, held at the Ripley Center, Smithsonian Institution. Nina Gilden Seavey of GWU's Documentary Center delivered the plenipotentiary address, speaking on the Emmy Award-winning documentary, *A Paralyzing Fear: The Story of Polio in America*, which she wrote, produced, and directed. Photos of Archives Week events can be seen at the Caucus website http://www.dcarchivists.org. Congratulations to Kristine Kaske and crew on a job very well done.

The DC Caucus was also in evidence during MARAC's Fall 2001 Meeting in Richmond, VA. Cheryl Stadel-Bevans served as Program Co-chair, and Jeff Flannery, Janice Goldblum, Jennie Guilbaud, Greg LaMotta, and Susan Malbin served on the Program Committee. In addition, Patrice Brown, Linda Geneovese, Jennie Guilbaud, Frank Serene, Bruce Ambacher, Fynnette Eaton, Michael Hussey, Rebecca Collier, Nancy Yeide, Maygene Daniels, Michael Miller, Kristine Kaske, Susan Abbott, and David Anderson made presentations. Check the Caucus website for photos.

The National Archives Assembly, an organization of present and former NARA employees, held a drawing in the Fall, with the lucky winner receiving $75 toward attending the 2001 Fall meeting. The Assembly provides a forum for employee communication on NARA policies and programs and conveys members' views to the Archivist of the United States. In addition to sponsoring programs on NARA and archival issues of interest to its membership, the Assembly has been vocal in expressing concerns over possible dangers to archival holdings as the renovation NARA's Archives 1 proceeds. Many members of the Caucus are also members of the Assembly.

Caucus Representative
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Maryland

On March 1, "Who Wants Yesterday's Papers? A Symposium on the Research Value of Printed Materials in the Digital Age," will bring together scholars, information professionals and the general public in an exploration of changing perceptions of paper-based information resources. Sponsored by the University of Maryland (UMD) Libraries and the College of Information Studies (CLIS), the day-long symposium will take place in the McKeldin Library Special Events Room. The symposium has been planned in response to recent publications that evoke the tensions and contradictions of information use and preservation in modern society, including the Council of Library and Information Resources report *Evidence in Hand: the Report of the Task Force on the Artifact in Library Collections*; Nicolas Basbanes' *Patience and Fortitude: A Roving Chronicle of Book People, Book Places and Book Culture*; and Nicolson Baker's *Double Fold: Libraries and the Assault on Paper*. Registration forms, guidelines for the student poster session, a list of participants and more can be found at http://www.lib.umd.edu/TSD/PRES/symposium.html. Registration is $20 ($10 for students) and must be received by **February 15** by email to bksymposium@umail.umd.edu or regular mail to Preservation Department, UMD Libraries, McKeldin Library B-0217, College Park, MD 20742.

The Catoctin Center for Regional Studies is pleased to announce its second regional history conference, "Crossroads in History: New Perspectives on the Catoctin Region," to be held at Frederick Community College in September 2002. This conference will explore the history and culture of Mid-Maryland and adjacent areas of Pennsylvania, West Virginia and Virginia, highlighting the 140th anniversary of the Battles of South Mountain and Antietam. Paper and session ideas are encouraged for all time periods and subjects associated with the Catoctin region. A special track will focus on the Civil War Maryland Campaign of 1862; related military and non-military topics will be considered. Selected conference papers will be published by the Press at the Maryland Historical Society. Interested individuals should submit a one-page proposal for presentations, papers, etc. along with a biographical sketch and contact information by **March 1, 2002** to Amy Speck, Conference Coordinator, Catoctin Center for Regional Studies, 301-624-2703; catoctincenter@fcc.cc.md.us.

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In September, the Caucus toured the Archives and Special Collections of Mount St. Mary's College & Seminary in Emmitsburg. The Mount is America's oldest independent Catholic College. Rebecca Fitzgerald, Archivist and Head of Special Collections, hosted the tour, which was followed by dinner at the Historic Cozy Restaurant in Thurmont. In November, the Caucus visited the Peabody Institute Archives of The Johns Hopkins University in the Mt. Vernon neighborhood of Baltimore. Upcoming tours include a joint meeting with the DC Caucus, hosted by Jason A. Weishaupt at Goodwill Industries International Archives in Bethesda.

In December, the Caucus held its second annual exhibit tour. This year's highlighted exhibit was "The Storm is Passing Over: Celebrating the Musical Life of Maryland's African-American Community from Emancipation to Civil Rights" at the Eubie Blake National Jazz Institute and Cultural Center in Baltimore. Elizabeth Schaaf, Archivist, Archives of the Peabody Institute, The Johns Hopkins University (JHU), and Curator of "The Storm is Passing Over" treated those in attendance to a personal tour of the exhibit, which is online at http://www.peabody.jhu.edu/archives/storm.

Also at JHU, the Department of Special Collections and Archives has received funding to increase access to two significant collections. The Middendorf Foundation had provided a grant to preserve the photographic collection of Laurence Hall Fowler, a noted Baltimore architect. Along with interior and exterior photos of his own work, Fowler captured images of structures in downtown Baltimore that were threatened with demolition. Copy negatives of the nitrate originals will be made. Reference prints will be created and scanned for eventual use in a web site and database of Fowler's works. The Department has also received a grant from the family of Lester S. Levy to sponsor a colloquium addressing interoperability of web-based sheet music collections. For information on these projects, contact Margaret Burri, Curator of Manuscripts, at mburri@jhu.edu or 410-516-5492.

The Center for History of Physics of the American Institute of Physics has issued *Documenting Multi-Institutional Collaborations,* the final report of a decade-long study on documenting the transient "mini-institutions" that collaborative projects create. Based on hundreds of interviews and site visits, the report presents historical-sociological and archival findings, means of appraisal and current archival practices, and recommendations. Interestingly, three approaches to appraisal are presented: a typology of collaborations, a functional analysis and a more traditional method. A bibliography of selected readings is included. The report is available from the AIP History Center, One Physics Ellipse, College Park, MD 20740-3843; phone: 301-209-3165, fax: 301-209-0882; e-mail: chp@aip.org. These and other project reports can also be found at http://www.aip.org/history/pubslst.htm#collabs. The study was funded by the AIP, the Andrew W. Mellon Foundation, the NSF, NHPRC, and the Department of Energy.

The Columbia Archives celebrated Archives Week with an evening program, "Finding History in Your Family." Using items from the collections, Archivist Robin Emrich and Manager Barbara Kellner discussed collecting and caring for family history materials, including diaries, photographs, scrapbooks and letters, as well as furniture and memorabilia. The program emphasized the importance of preserving the recent past, the theme of the Columbia Archives, which documents the history of the 34-year-old "new town" of Columbia.

Student Archivists at Maryland (SAM) elected new officers in May 2001. Leslie Beard and Jeremy Linden are Co-Presidents; Danielle DuMerer, Secretary; and Alida Friedrich, Treasurer. The four hosted a summer BBQ during which one SAM member was awarded an SAA membership. The SAM leaders worked with past officers to create two posters for the 2001 SAA meeting. During the fall, SAM members attended Archives Week activities at the Smithsonian and a movie night and potluck. The group also sponsored a roundtable discussion about the collection of objects in archives, featuring University Archivist Anne Turkos. The final event of the month was a fabulously successful book and bake sale in which SAM liquidated most of their book collection and ran out of baked goods too soon.

In September, University of Baltimore's Special Collections reopened to the public after being closed for asbestos removal in the library. Information about the University's "Postcard Project" can be found at http://www.ubalt.edu/archives/ppb/DESCRIPT.htm.

Also in September, the book cart drill team of the Frederick County Public Libraries, known as the Dewey Decimal Dancers, won "Best of Parade" in the Point of Rocks Founder's Day Parade.

Mount Saint Mary's Archives and Department of Special Collections is online through the College's website at http://www.msmary.edu/studentsandstaff/library/archives.htm or directly at http://members.jenzabar.com/Rebecca_Fitzgerald/index.htm.

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These pages provide an introduction to the Archives, directions, hours and contact information, as well as research policies and fees. The Archives' mission statement, collection policy, loan policies, processing manual and an overview of holdings are included, along with a Collections Care Manual, with advice for handling and caring for artifacts such as furniture, glass, metal, leather, textiles, books and artwork. As a service to researchers, the site also includes guidance on using primary sources, an introduction to archival reference procedures, and links to other sites of interest.

The Archives and Manuscripts Department at UMD Libraries is proud to announce the acquisition of the papers of Dr. Gordon W. Prange. A history professor at UMD and a scholar of Pearl Harbor and World War II, he is perhaps best known for his 1969 book *Tora! Tora! Tora!*, later made into a movie of the same name. Prange, who died in 1980, had several works published posthumously, including *Miracle at Midway* and *At Dawn We Slept: the Untold Story of Pearl Harbor*. His working papers include notes for his early writings on Hitler; interviews with American and Japanese military figures; correspondence with friends and publishers; drafts of books; maps; and lecture notes. In other UMD news, the Maryland Room is now open on Saturdays. Some collections require prior arrangements; please contact the staff, or check http://www.lib.umd.edu/ARCV/arcvmss/news.html#news for information.

The Maryland State Archives has begun a project to make plats and related materials available online. Visit http://www.mdarchives.state.md.us/msa/refserv/bulldog/bull01/bull15-15/html/bull15-15.html to find out more.

Carolyn Magura has joined the staff of the Maryland Room, C. Burr Artz Central Library, Frederick County Public Libraries (FCPL); previously she worked at the Emmitsburg Branch of FCPL. Carolyn also serves as Visual Resources Curator at Gettysburg College. Her hiring is the first step in expanding the Maryland Room's staff from one employee to three, part of the plan to enlarge the Maryland Room in the renovated Central Library, which is scheduled to reopen in April 2002.

Bruce W. Dearstyne, CLIS Professor and Interim Dean, has edited a new book on management of effective archival programs, *Leadership and Administration of Successful Archival Programs*, (Greenwood Press). Dearstyne's own essays appear alongside contributions from three other authors with connections to UMD and the Maryland Caucus: Lauren R. Brown, Curator of Archives and Manuscripts at UMD Libraries; Frank G. Burke, former Acting Archivist of the United States and Professor Emeritus at CLIS; and Michael Kurtz, Assistant Archivist of the United States, NARA College Park and an Adjunct Professor at CLIS.

Lisa Mix, Processing Coordinator of the Alan Mason Chesney Medical Archives, The Johns Hopkins Medical Institutions, is leaving the Mid-Atlantic Region. She recently accepted the position of Manager, Archives and Special Collections at the University of California, San Francisco.

Caucus Representative
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New Jersey

The New Jersey Historical Society, the New Jersey Historical Commission, and New Jersey Network are cosponsoring the "Changed Lives Project: Understanding New Jersey in the Aftermath of September 11th." This project will document the impact of the WTC attack, and subsequent events like the anthrax-contamination of mail in Trenton, on life in New Jersey. An oral history program, with an estimated 300 interviews, is planned. Nominations for interviewees should be directed to Howard Green, 609-292-6060 or hgreen@admin.sos.state.nj.us at the New Jersey Historical Commission. In addition, the New Jersey Historical Society and other archives in the state are collecting letters, publications, ephemera, photographs and other materials related to the event. Individuals interested in participating should contact Janet Rassweiler at 973-596-8500.

Approximately 130 K-12 teachers attended the Caucus' Fall 2001 workshops on using primary sources in the classroom, which were held at Seton Hall University, Drew University, Monmouth County Library, New Jersey State Archives, and the New Jersey Education Association Convention in Atlantic City. Planned by the Caucus and the New Jersey Studies Academic Alliance, the program is sponsored in part by the New Jersey Historical Commission. A number of Caucus members served as site coordinators and as speakers.

This Fall, the Historical Commission also supported a symposium and follow-up workshop on collection development with a focus on immigrant and ethnic organizations'

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clause.

The Chair reported on the MARAC office hours held during the SAA Washington meeting.

On behalf of the Development Committee, Tom Connors outlined two options for oversight of the Education Endowment. The first is an offer from Jerry Cannizzaro, who currently works in the finance/accounting area of NARA's Modern Records Division. A registered investment advisor with experience as a broker, Jerry plans to retire from NARA next year and work as an individual financial advisor. His initial advice to MARAC is to invest in Vanguard Group funds - 25% growth and income, 25% short-term corporate bonds, and 50% in a bond index fund – to cover immediate, short- and long-term growth.

For a first year fee of $300, Jerry will draw up an agreement that spells out each party's responsibilities and expectations; help complete the account application; provide investment advice; monitor portfolio performance; provide customized explanatory quarterly reports to supplement Vanguard's reports; and respond to investment-related tax issues. He will not have discretionary control over the funds. Vanguard would charge an additional fee, estimated at one-half of 1% of the initial investment. MARAC would make final investment decisions; deposit checks into account; and track fund performance through the quarterly reports.

The second option is a Merrill Lynch Endowment Management Account (EMA), which is specifically geared to non-profit organizations. Michaela Huelbig, Senior Financial Advisor, would be MARAC's contact and advisor. Beyond a $150 annual account management fee, additional fees are charged for trades; the number of trades and the fees that accrue can be strictly defined by the investment policy MARAC sets. EMA services include reviewing the application; devising comprehensive investment policy, with advice on modifying strategies as needed; monitoring portfolio performance; providing broader oversight through the EMA team; and keeping MARAC informed of tax requirements. Merrill Lynch would provide quarterly and yearly statements; combined FDIC and Merrill Lynch insurance up to $5 million; and if desired, umbrella management for various accounts. MARAC would make all investment decisions; pass endowment checks through the EMA contact and monitor performance.

Tom then compared the two options. Both offer the same general services. Jerry's offer involves more legwork for MARAC; he would only advise on the endowment account. While his knowledge of the archive profession is a plus and his services may be cheaper, at least initially, Jerry is a one man shop and his program is not insured. On the other hand, Merrill Lynch offers a team-based approach, with the possibility of more up-to-date market information and a better handle on tax implications.

Extensive discussion ensued. Finance Committee reported that the initial investment will be $15,000. There was concern that the fees for either option would consume too much of the anticipated return. It was suggested that MARAC manage the investment itself. However, $4,000 of initial investment was donated with specific requirement that the money be invested in vehicles other than CDs, and Finance does not believe it would be appropriate for it to manage investments. No specific decision was reached.

The Chair charged the Development Committee to develop language to establish itself as a standing committee. A vote at the business meeting will be required to amend the by-laws.

VICE-CHAIR AND MEETINGS COORDINATING (MCC)

Margaret Jerrido introduced Jim Stimpert who reported on the recent membership survey.

Margaret reported that Richmond drew 258 registrants and did meet the room block, thanks in part to the EAD workshop.

For the Spring 2002 Meeting in Towson MD, "Beyond the Basics" is the theme. Danna Bell-Russell and Susan McElrath have finalized 20 sessions on a variety of topics: promoting preservation; conserving flags and banners; small repositories; Baltimore sports history; issues of permanence in the archives; EAD and what will follow; dealing with consultants; the TEAMS management approach; exhibit design; and electronic reference. Both the Plenary and Luncheon speakers have been confirmed. Mary Mannix and Margaret Burri are busy with LAC activities and have submitted a budget.

The Chair has signed the joint meeting contract and forwarded it to the New England Archivists (NEA) for the Fall 2002 Meeting in Poughkeepsie NY. The site is the Grand Hotel; rooms will cost $129, with the minimum block set at 201 to avoid any meeting room costs. The Friday reception will be held at the FDR Library and Museum in Hyde Park. Local Arrangements (LAC) under Brian Keough and Christine Crawford-Oppenheimer has met and formed subcommittees. A draft budget will be ready in late November. Program Co-Chairs Barbara Austen (NEA) and Alison

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Oswald (MARAC) have begun developing sessions. A brief description of the conference has been added to the MARAC website. Sessions may include "dog and pony shows" (aka show and tell), a student forum, and panels on security, local history, grant writing and answering subpoenas for archival records. As previously noted, the schedule will be somewhat different from typical MARAC meetings.

The Spring 2003 Meeting will be held in Trenton NJ at the Lafayette Yard Marriott ; rooms will be $129. David Hedrick has done some initial leg work for the Fall 2003 Meeting in Gettysburg PA; and Danna Bell-Russell is working on a hotel in Silver Spring MD for Spring 2004. Farther into the future, plan on Albany NY for Fall 2004, Wilmington DE for Spring 2005, and Pittsburgh PA in the Fall of 2005.

Discussion ensued about the geographic distribution of meetings. MCC will look into the possibility of joint meetings and how local arrangements could be handled at those sites. The issue of dropping to one annual meeting was raised. The Chair encouraged State Reps to bring the question to the Caucus meetings.

MCC also recommended that vendor table fees be raised to $500 single/$600 double, which would include a quarter page ad, free registration and a box lunch. The Vice-Chair mentioned the need for a person to coordinate vendor relations on a continuing basis and asked caucus reps to ask for volunteers. Rebecca Johnson Malvin will continue to coordinate the printing of conference programs.

A second motion was made to create two new categories of educational awards — for workshops and travel assistance — and to modify the requirements for scholarships; this motion was seconded and approved.

[For more information, see page. 21]

Nominations and Elections Committee

Judy Thorne has been appointed to the Committee.

The Committee has identified several candidates for the upcoming elections. Open positions include Treasurer, Secretary, Caucus Representatives, and Custer Award Committee members.

Membership

The Committee is foregoing a specific direct marketing recruitment campaign this fall, in favor of smaller, more localized distributions of the membership brochure at meetings and workshops. Members may contact Lisa Mangiafico for a supply of brochures.

Forty new members were welcomed into MARAC since July. New members and first-time conference attendees will meet Friday morning; Steering Committee members are urged to attend.

According to the by-laws, it is time to survey the membership. In 1990, a general five pages survey was conducted; a shorter survey about meetings was done in 1996. The Committee will investigate additional "mini-surveys" on membership renewal forms.

Outreach

The outreach committee made its recommendations for service awards.

Arline Custer Award

Solicitation for the 2001 Custer Award closed on July 31. The Committee members considered submissions for seven books/monographs/exhibit catalogs, and five journal articles. The 2001 Awards will be presented at the Business Meeting. [See the Business Meeting Summary for details of the awards–ed.] The Committee was especially pleased with the response to announcements posted on the listservs and mailing lists, such as Archives and Archivists, Records Managers and HD-NET.

Finding Aids Awards

The Committee welcomed new members Fernanda Helen Perrone and Nancy J. Taylor, and requested volunteers to fill one remaining vacancy.

Publications

New Members were requested, including an Advertising Editor for MAA. Sales from July to October were reported.

Sharon Pullen's Technical Leaflet on Archives Week and Frank Serene's on Archives and the American Disabilities Act will be available for sale before the Towson meeting. Future technical leaflet may address disaster planning and church records. There has also been discussion about publishing some MARAC literature in Spanish.

Both Editor and Associate Editor of MAA changed jobs this fall. They continue to explore changes in ad rates, new advertisers, and the possibility of connecting with conference vendors and MARAC corporate members.

The Symposia Volume on "Archives Under Construction." Jackie Esposito reports that the Penn State symposium volume has completed printing the first 200 copies of the volume and will be available in Richmond. The committee will set the pricing of this volume at its Richmond meeting.

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Business Meeting Minutes — Summer 2001

October 27, 2001, Richmond, VA

The meeting was called to order at 8:25 a.m. Chair Jeff Flannery asked attendees to observe a moment of silence for the victims of the events of September 11 and the subsequent anthrax attacks.

Treasurer Becky Collier reported on fourth quarter income and expenses; final accounting from the Philadelphia meeting; preliminary results for the Richmond meeting; the budget for the Towson meeting; and audit results. She also discussed Steering Committee's decision to hire Jerry Cannizzaro to advise MARAC on investing the endowment, which will fund educational programs and scholarships. Becky concluded with thanks to her committee for its service.

The minutes of the Spring 2001 business meeting were approved.

The Chair reported that the Ad Hoc Committee on Administrative Services had received one management proposal, which has since been withdrawn. The committee will revise the RFP in order to reduce MARAC's administrative costs.

The Chair announced that the editor of the MAA is resigning and encouraged anyone interested to speak with Tom Frusciano.

Vice-Chair Margaret Jerrido congratulated the Richmond Local Arrangements and Program Committees on a wonderful meeting. Details about the joint meeting with the New England Archivists in Poughkeepsie were discussed: the agreement is signed, each group's responsibilities are set, and the schedule has been coordinated. Upcoming meetings were announced: Spring 2003 in Trenton NJ at the Lafayette Yard Marriott Hotel; Fall 2003 in Gettysburg PA; Spring 2004 in Silver Spring MD; Fall 2004 in Pittsburgh PA; and Fall 2005 in Albany NY. Margaret concluded with a report on the recent membership survey. Jim Stimpert has compiled the results and will report in detail in MAA.

Jodi Koste thanked members of the Richmond Local Arrangements Committee and Cheryl Stadel-Bevans thanked the Program Committee.

Education Committee Chair Mary Rephlo reported on the changes in the meeting scholarship structure. First, the Committee suggests that 20% of conference profits go into the endowment to fund scholarships. Two categories have been added: workshop scholarships and travel awards. Finally, restrictions on how long applicants have worked in the profession have been eliminated, with the exception of the Modern Archives Institute scholarship.

Larry Baume, Co-Chair - Arline Custer Awards Committee, thanked the Committee and made the following presentations:

Honorable Mention to Walter B. Hill for his journal article "Living with the Hydra: The Documentation of Slavery and the Slave Trade in Federal Records" published in *Prologue: Quarterly of the National Archives and Records Administration,* Winter 2000.

Best journal article ($100) to Gary D. Saretzky for " 'She Worked Her Head Off:' Edwin and Louise Rosskam and the Golden Age of Documentary Photography Books" and "Documenting Diversity: Edwin Rosskam and the Photo Book, 1940-1941," both published in *The Photo Review.*

Best book/monograph ($200) to Anthony S. Pitch for *The Burning of Washington: The British Invasion of 1814* (Naval Institute Press, 2000).

Service awards were presented to past Chair Jim Byers and past Vice-Chair Marsha Trimble; to Philadelphia Local Arrangements Chairs Margaret Jerrido and Lisa Mangiafico; and to Program Chairs Joan Echtenkamp Klein and Diane Windham Shaw.

Margaret Burri gave an entertaining presentation on the upcoming Towson MD meeting.

Raffle winners were selected.

Thanks were extended to the Richmond Committees for their outstanding work – especially for the plenary session and the reception.

Under new business, Linda Angle Miller gave a humorous reading.

The motion to adjourn was made, seconded, and approved at 9:30 a.m.

Archivist/Curator, The University of Virginia

The Miller Center of Public Affairs at the University of Virginia seeks an Archivist/Curator of electronic, core reference, print, and manuscript collections for the Scripps Library and Multimedia Archive. The Archivist will oversee the acquisition, manage the preservation, and make available to scholars the multimedia collection on U.S. presidents and White House decision making held by the Miller Center. The Scripps Library and Multimedia Archive lies at the heart of the Center's varied programs in basic historical research and policy studies. Among the Center's core programs are the Presidential Recordings Project, whose scholars transcribe and annotate White House tapes from the presidencies of FDR through Nixon, and the oral history projects for the presidencies from Carter through Clinton. The Archivist must have an interest in history, training in the preservation of digital and analog materials, and knowledge of computer applications in archives. A Master's Degree in library science/archival management or in history with an emphasis in archival administration; or a bachelor's degree with five years' experience in archival management is required.

Please send a letter of application, resume, and three reference letters to: Timothy J. Naftali, Chair of the Scripps Archivist Search Committee, Miller Center of Public Affairs, 2201 Old Ivy Road, P.O. Box 400406, Charlottesville, VA 22904-4406. The University of Virginia is an equal opportunity, affirmative action employer. For more information, visit http://millercenter.virginia.edu.

MILLER CENTER
of Public Affairs

Academy of Certified Archivists

- **May 15, 2002:** application deadline
- **June 1:** recertification deadline for the classes of 1989, 1992, and 1996
- **August 21** the certification exam will be held in Birmingham, New York, Milwaukee, Salt Lake City, Seattle, and "You Pick Your Site" locations

www.certifiedarchivists.org

The Academy will hold the exam in any city with five candidates. Visit our web site for more information.

aca@caphill.com

C.A.

Interns in the Archives: Goodwill All Around

This spring, the Robert E. Watkins Library of Goodwill Industries International, Inc., participated in a vocational training internship program. Three students in the special education program at Walter Johnson High School in Bethesda MD, and their instructor, joined the library staff three days a week to learn how to work in a professional environment.

Participation in the program proved a valuable experience for Watkins Library staff. Goodwill's mission is to give people with disabilities or other barriers to employment (such as illiteracy, criminal history or lack of work experience) the tools they need to succeed in the workplace. The Library's most important function is to provide curricula and training material necessary for Goodwill members to fulfill the mission. The Archives, one component of the Library, preserves the records of Goodwill's history. Working with the students provided staff a unique opportunity to practice the mission instead of simply supporting it.

Prior to the students' arrival, I developed a list of tasks matched to their skills: re-filing library and archival material, fronting books, preparing packages for shipment, sorting periodicals and photocopying.

Reviewing the list, the program instructor indicated that while some tasks were a bit advanced, the assignments would help the students' cognitive development. The instructor accompanied the students each day to help with any problems that might come up. Although I had no prior experience working with the students, I was able to help as well.

The students excelled at much of their work. One photocopied historical documents, needing only to learn to orient pages correctly and operate the copier. Another fronted books on the library shelves with little supervision. Challenges did arise, as in an assignment to sort newspapers by publisher and date. The students easily accomplished the first sort, but found organizing by date more difficult. The instructor and I worked together to carefully explain the process. Refiling materials offered another challenge for the students; numbers were once more the problem, specifically the Library's unique call numbers. Again, we addressed the problem by working closely with the students.

Overall, the experience was extremely rewarding, particularly watching the student grow and learn. By the end of the semester, I was delighted with their confidence with numbers and dates. The students spent three to nine hours a week in the Library, a limited period that, rather than taking up staff time, actually helped the library run more efficiently and allowed staff to concentrate on other projects. For example, while the students refiled materials, I was able to organize a new archival collection.

The experience showed what great volunteers such programs can provide. I'm looking forward to working with the next group of student interns. The experience was rewarding in personal and professional ways, and I encourage all archivists to seek out and participate in similar programs.

Jason A. Weishaupt
Library Assistant

Robert E. Watkins Library,
Filing Room
Archival Room

Photos courtesy of Goodwill Industries, Inc.

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records. Speakers included Karl Niederer and Joseph Klett of the New Jersey State Archives. The symposium was part of the Sixth Annual Archives and History Day at the Monmouth County Library. More than 300 attendees enjoyed table-top exhibits from 55 history-related organizations; videos on Monmouth County history; and programs on genealogical research and Molly Pitcher, the latter supported by the New Jersey Council for the Humanities. Dr. Marc Mappen, Director of the New Jersey Historical Commission, delivered the keynote address. The Caucus' annual institutional award was presented to the State Library for its Maintenance and Preservation Grants Program, which since its inception has provided over one million dollars in funding to libraries and archives for microfilming and other conservation projects.

The Caucus met in December at the State Archives to discuss involvement in implementing the recently published goals and objectives of the New Jersey State Historical Records Advisory Board. The primary role of the Caucus will be in the field of archival education.

Caucus Representative
Gary Saretzky can be reached at 908-308-3772 or saretzky@rci.rutgers.edu

New York

The New York State Archives and the Archives Partnership Trust have announced that V. Chapman-Smith will leave her position as State Archivist and Executive Officer of the Trust; she will start as director of the National Archives - Mid-Atlantic Region in Philadelphia in January. During her tenure, Chapman-Smith increased public access to state history resources, particularly through the Archives' website and educational programming, and served as a strong and vocal advocate for more inclusive documentation of New York's diversity. She oversaw preservation efforts, under which Dutch Colonial and Native American records received federal funding for conservation, and planned for multi-million dollar renovation of the Archives facility scheduled to begin in 2002. Instrumental in extending the sunset provision of the Local Government Records Management Improvement Fund and in amending the Archives Partnership Trust law to give its board more authority and flexibility, Chapman-Smith was formally recognized earlier this year with Gov. George E. Pataki's Tribute to African American Leaders of Excellence in State Service. Director of Operations Christine W. Ward will serve as Interim State Archivist and Executive Officer until a successor is been selected.

New York's archivists, librarians and records managers wish to express their deepest sympathies to those who have suffered and endured so much as a result of the events of September 11. The individuals and organizations within the community have joined together to offer immediate disaster assessment and recovery assistance, and to address the longer-term need to document the attack, response and recovery. Coordinated by the National Archives—Northeast Region and the New York State Archives, the group currently includes the Archivists Roundtable of Metropolitan New York; New York University's Program in Archival Management and Historical Editing; Columbia University; the New-York Historical Society; the New York City Department of Records and Information Services; the American Records Managers Association—New York City; and the METRO Library Agency. Though the efforts have just begun, and will undoubtedly evolve in the coming months, the group is focused on two primary initiatives.

- Identifying organizations located below 14th Street holding archival, library and other materials; assessing damage to collections; and providing advice, techniques and resources for recovery. Information on this effort will be posted at http://www.nyshrab.org/WTC/wtc.html
- Documenting the events of September 11 by creating an information clearinghouse/task force on documentation efforts in New York City and State; and developing a framework that identifies critical issues, individuals and organizations that will comprise a full historical record of this event. Individual and collaborative projects will be encouraged to address priority areas and topics. More information is available at http://www.nyshrab.org/WTC/document.html.

The organizations and individuals committed to this endeavor seek to ensure the survival of New York's documentary heritage, and to provide a full record of the many aspects of the tragedy. We invite you to join us. Email can be directed to dhs@mail.nysed.gov.

The State Archives and the Archives Partnership Trust proudly announce the publication of *New York Archives*, a quarterly magazine featuring articles by award-winning authors, scholars and journalists, as well as practical tips on preserving family documents and identifying ancestors, drawn from archival information

SEE STATE AND LOCAL NEWS ON PAGE 24

Preservation News

Upcoming Conferences

March 21, 2002.

The 17th Annual NARA Preservation Conference "Lessons Learned in Emergencies: Not Your Ordinary Disaster Conference." National Archives, College Park, MD.

This conference will bring together archivists, librarians and conservators to discuss the practical aspects of disaster prevention and mitigation. Registration—$75. For information, call 301-713-6718 or visit http://www.nara.gov/arch/techinfo/preserva/conferen/2002.html

April 18–20, 2002.

MARAC Spring Conference. Sheraton Baltimore North, Towson, MD. Look for numerous preservation sessions!

New CLIR Publications

The following are available from the Council on Library and Information Resources (CLIR), 1755 Massachusetts Avenue, N.W. Suite 500, Washington, DC 20036; 202-939-4750; fax 202-939-4765; or online in full-text and PDF at http://www.clir.org/pubs/pubs.html. Prices are for printed copies.

The Evidence in Hand: Report of the Task Force on the Artifact in Library Collections (11/01, 123 pp.) $20.

In 1999, CLIR convened a task force of scholars, academic officers, librarians and archivists to investigate the role of artifacts in library and archival collections, and their value for scholarship and teaching. Sparked by the growing tension between the amount information produced and the much smaller portion that can be acquired, preserved and made accessible in meaningful ways, the report addresses the ways that artifacts' physical frailties affect their research value — originality, faithfulness, fixity and stability — over time, and the means to minimize unacceptable loss of that value.

Strategies for Building Digitized Collections (9/01, 41 pp.) $20.

Synthesizing nearly 10 years' experience of library digitization and online availability of rare, special and general collections, the report is more than a strategic guide for individual institutions. It is a route map that points out important directions for the library community as a whole.

Building and Sustaining Digital Collections: Models for Libraries and Museums (8/01, 29 pp.) $15.

In February 2001, CLIR and the National Initiative for a Networked Cultural Heritage (NINCH) convened to discuss digital collections and the business models available to sustain them. Senior executives from museums and libraries met with business and legal experts, technologists and funders to discuss the challenges that cultural institutions face in putting collections online, and to identify models for sustainability that support the core missions without contravening the internal cultures of nonprofit entities. Using examples of six enterprises, the report illustrates several current approaches to extend the reach of collections and services online.

A Collaborative Approach to Collection Storage: The Five-College Library Depository (6/01, 38 pp.) $15.

This report provides a case study in the advantages and disadvantages of depository libraries, their economics, and the associated practical and political issue, particularly the affects of electronic publishing on the storage of paper publications. Examining the plan developed by Five Colleges, Inc. (Amherst, Hampshire, Mount Holyoke, Smith and the University of Massachusetts at Amherst) to deaccession duplicates within a jointly administered depository collection, the report explores major questions all academic libraries face: to what extent can they provide access to materials they do not own, and which materials must they preserve for future generations?

NEDCC News

The Northeast Document Conservation Center (NEDCC) announced the award of a Library Leadership Grant from the Institute of Museum and Library Services to support the production of preservation planning training tools in several media. In 2002, NEDCC will work in cooperation with AMIGOS Library Services to produce a workbook on assessing preservation needs of a library, a video illustrating major points of the workbook, and a web publication incorporating clips from the video to illustrate the text. The goal of this two-year project is to equip libraries across the country with the tools to identify risks and prioritize the preservation needs of their collections.

A static version of NEDCC's "Preservation 101" is available at http://www.nedcc.org/p101cs/p101wel.htm. The online course contains eight lessons: What is Paper Preservation?; Introducing Archives; Environmental Damage to Collections; Solutions to Collections Care; Housekeeping; Emergency Preparedness; Care of Photographs; and Preservation Planning.

History of the Health Sciences Lecture Series

JANUARY 30

GRAND OPENING of the Philip S. Hench Walter Reed Yellow Fever Collection Digitization Project and Web Site, a two-year project funded in part by the Institute of Museum and Library Services (IMLS), and created by Historical Collections staff, with the assistance of the University of Virginia's (UVa) Electronic Text Center. Remarks by project staff on this innovative and massive electronic resource of primary materials will be followed by a reception

MARCH 12

Lawrence K. Altman, MD, *New York Times* Senior Medical Correspondent and "The Doctor's World" Columnist. *Walter Reed and the Yellow Fever Commission: A History and a Perspective.* Co-sponsored by the Center for Biomedical Ethics.

MARCH 27

Susan E. Lederer, PhD, Yale University School of Medicine. *Remembering Walter Reed: An American Medical Hero.* Co-sponsored by Humanities in Medicine

APRIL 23

Paul A. Lombardo, PhD, JD, Director of the Program in Law and Medicine, Center for Biomedical Ethics, University of Virginia School of Medicine. *Three Generations, No Imbeciles: Virginia Eugenics and Buck v. Bell.* The Sixth Annual Kenneth R. Crispell Memorial History Lecture.

All lectures are open to the public and are held from 5:00 to 6:00 p.m. in the Wilhelm Moll Rare Book and Medical History Room of the Health Sciences Library. The History of the Health Sciences Lecture Series is sponsored each year by The Claude Moore Health Sciences Library and the University of Virginia School of Medicine Continuing Medical Education Program as an educational service for the University of Virginia Health System and interested citizens in the community. The Library hopes that the speakers and topics selected will promote a greater understanding of the historical and philosophical underpinnings of today's health care disciplines. The generous support of friends, faculty, and alumni of the University of Virginia Health System provides funding for the Lecture Series.

For more information, contact Joan Echtenkamp Klein, Assistant Director for Historical Collections and Services, The Claude Moore Health Sciences Library, University of Virginia Health System, 1300 Jefferson Park Avenue, P.O. Box 800722, Charlottesville, VA 22908-0722; telephone 434-924-0052; fax: 434- 243-5873; e-mail: jre@virginia.edu; or http://www.med.virginia.edu/hs-library/historical/.

FALL STEERING COMMITTEE FROM PAGE 14

NCCPH

Peter Wosh, MARAC's representative to National Coordinating Committee for the Promotion of History, will resign after five years. He suggested that the new representative be someone who attends OHA meeting regularly, as the NCCPH meets there.

STATE CAUCUS REPORTS

[See The State and Local News on page 8.]

NEW BUSINESS

Following Geof Huth's report on the status of archival collections in New York, the Chair asked for ideas about how MARAC might best respond to the events of Sept. 11. In the ensuing discussion, it was reported that much of the Pentagon library at the Pentagon had been destroyed, but because the collection was the in process of being moved, not everything was lost. The DC Special Libraries group will be holding a fundraising event.

The Committee was asked to consider how the events might affect MARAC: the possibility of contaminated records, the curtailment of travel budgets, etc. Geof agreed to write an article for the MAA. Other responses were discussed, such as finding secondary sources for lost records and supporting teachers developing lesson plans.

OTHER BUSINESS

The next Steering Committee meeting is tentatively scheduled for January 25th, perhaps in Baltimore.

The meeting was adjourned at 9:40 p.m.

Finding Aids Awards Announcement

Submissions are now being accepted for the 2002 MARAC Finding Aids Awards to recognize outstanding achievement in the preparation of finding aids, paper or electronic, by institutions in the MARAC region.

The finding aids must be issued by an institution in the MARAC region. Nominated finding aids must have been available to the public in the calendar year 2001.

The top award, the Frederic M. Miller Finding Aids Award, recognizes the life and work of Dr. Miller. Monetary awards will be presented at the Spring meeting in May 2002.

More information on the Finding Aids Award Committee selection process can be found on the MARAC web page: http://www.lib.umd.edu/MARAC/maracawd.htm#Finding.

Please send the URL, or two copies of a printed finding aid, by March 6, to Brian Keough, Curator of Manuscript Collections, M.E. Grenander Department of Special Collections and Archives, University at Albany, SUNY, New Library — Room 355, Albany, NY 12222; bkeough@albany.edu; 518-437-3934; fax: 518-437-3930.

Exciting Changes in MARAC's Scholarship Programs

The Richmond meeting brought major changes to the MARAC scholarship programs administered by the Education Committee. Recognizing the implications of the newly created educational endowment fund and MARAC's tax-exempt charitable status, the Committee made several recommendations which have been approved by the Steering Committee. As a result, funding for the two established scholarships has increased and two new awards are available to the MARAC membership. In addition, eligibility requirements have been changed to draw more applicants and funding policies modified.

In perhaps the most significant change, the way in which scholarships and related educational awards are funded has been revised. Starting with FY 2002, 20% of the meeting profits from any given year will be transferred immediately to the educational endowment fund, which will provide money for recurring awards without regard to any particular year's profits. Since 1994, scholarship funds had been set at 20% of the previous year's conference profits. If the budgeted amount exceeded the actual awards, the unspent money reverted to the general fund; however, when profits fell or disappeared entirely, scholarships were curtailed or simply not offered. By using the endowment fund to carry forward available money and regularize the amount allocated, the Education Committee hopes to ensure consistent award funding for the long-term.

The regular scholarships and related educational awards now comprise four programs:

- the Leonard Rapport Modern Archives Institute (MAI) Scholarship, which covers tuition and up to $200 in related expenses for one individual to attend each MAI (two awards per year);
- the MARAC Meeting Scholarship, which provides up to $400 for conference registration, workshops, conference meals, lodging and travel expenses (one award per meeting);
- the MARAC Workshop Scholarship, which covers the registration fee(s) for one full day or two half-day MARAC workshops (two awards per meeting); and
- the MARAC Meeting Travel Assistance Award, which provides up to $250 for travel in conjunction with a MARAC meeting (two awards per meeting).

The Education Committee will collect and review applications for these scholarships and awards and select individual winners. Following are the requirements for eligibility:

- Applicants for the MAI Scholarship must be employed in the MARAC region in an archival or archives-related position.
- For all meeting-related awards, applicants must be EITHER employed in the MARAC region in an archival or archives-related position, OR enrolled as a graduate student in a program that includes courses in archival administration.

The Education Committee is excited and proud to have expanded the scholarship and awards program, which is essential to the very core of MARAC.

MARAC Discovers Towson and Returns to Charm City

Towson, the seat of Baltimore County, MD, since 1854 will be the site of the Spring 2002 MARAC meeting, our eighth in "The Old Line State." We last met in College Park in 1996. Just 20 minutes north of Baltimore's Inner Harbor, Towson and its immediate vicinity offer such delights as shopping, fine dining, hiking, and historic sites. The community traces its roots back to the 1750s and has contributed in a variety of ways to Maryland's social and cultural development. Towson is an educational center, home to two institutions of higher learning, including Towson University. Internationally known businesses, such as Black and Decker, are based in Towson. Area institutions have played noteworthy roles in Maryland's medical history.

The conference will be held from April 18 to 20, 2002, at the Sheraton Baltimore North, with room rates of $119 per night. The Sheraton is situated on Dulaney Valley Road, a half mile from the Baltimore Beltway (I-695). A skywalk connects the hotel with Towson Town Center, Maryland's largest mall, anchored by Hecht's and Nordstrom. Nearly adjoining the Sheraton is Goucher College, once a national recognized women's college and now a coeducational liberal arts school, with an admired program in historic preservation. The pastoral campus lends an almost park-like setting to the area.

Tours will provide a delightful mix of Baltimore and its environs. On Thursday, outings include Hampton Mansion, once home to the Ridgely family, now a National Historic site; the Walters Art Museum; the Babe Ruth Museum; and Oriole Park at Camden Yards, though sadly "the O's" will be out of town that weekend. Also scheduled is a tour of local wineries. Friday include a visit to Pimlico Race Track, home of the Preakness; and a Historic East Towson Walking Tour, offering a glimpse into the historically African American enclave where generations of families still reside. The tour will sample the local landscape, structures, and folklore. Friday's events will be capped off with an early insomniac tour of Baltimore "After Dark" following the reception.

Saturday tours will begin after the final sessions to allow conference goers to experience the area as they head home, with repeat visits to the Babe Ruth Museum and Hampton Mansion, and tours of Green Mount Cemetery and the Maryland Fire Museum. Also scheduled is a walking tour of Baltimore's historic Mt. Vernon neighborhood, home to the largest slave and free African American population in the city in 1860. The tour will focus on the neighborhood churches to present

SEE TOWSON ON PAGE 23

Workshops in Towson

The Education Committee has put together an interesting lineup of full day workshops for the Towson meeting, with the possible addition of a half day session, still in planning. The series will take place on Thursday, April 18, at the Sheraton Baltimore North.

First, "Doing Oral History" will be presented by Don and Anne Ritchie. A Senate History Office historian, Don is long-time member and past president of the Oral History Association (OHA), and author of *Doing Oral History*. Anne, currently at the National Gallery of Art Archives, has also served as OHA president. The session will cover everything from the basics of oral history to the latest legal and technological issues.

Next, Laura Baxley, University of North Carolina at Chapel Hill, will present "First-Class Exhibits on a Fourth-Class Budget: Producing Professional Displays with Limited Resources." This workshop promises simple yet effective techniques to design, create and implement engaging exhibits at minimal expense.

Finally, Tom Ruller from the New York State Education Department, Division of Information Technology Services, will offer "Strategies for Managing Archives and Records on Websites." In this session, Tom will address the many issues that arise from records created and transmitted on the web, including preservation and access.

The Committee continues to work on a fourth workshop addressing the complex question of copyright in archives. This planned half-day session would be led by staff from the Copyright Office at the Library of Congress. Stay tuned for more information on times and fees.

Tom Connors
Broadcasting Archives
University of Maryland

TOWSON FROM PAGE 22

the stories of both affluent and enslaved African Americans in Mt. Vernon. To keep costs low and to allow members to control their own destinies, most tours will require one's own transportation.

The Maryland Historical Society (MHS) will host Friday evening's reception. Located in Mt. Vernon, the city's cultural heart, the Society is Maryland's oldest collecting institution, which today administers an active museum, library and press. The recent turn of the century saw the Society develop a new vitality, apparent in major acquisitions, new property and a series of renovations, including the development of a modern exhibit space in a former Greyhound bus station garage.

Getting down to business, the Program Committee has been hard at work creating a slate of programs under the banner "Beyond the Basics." Divided among four tracks - Preservation, Access, Management and Special Focus - sessions have been designed to allow mid-level archivists to sharpen existing skills and learn new methods to meet the challenges they face in their repositories. Preservation sessions will demonstrate how to publicize programs, investigate issues of permanence, and offer a special appearance by Suzanne Thomassen-Krauss, the conservator for the Smithsonian Institute Star Spangled Banner project. The Banner is, of course, one of Maryland's most famous artifacts.

Access sessions will explore the interplay of researcher interest and access to records, the effects of EAD on archival description (with a paper by Daniel Pitti) and the trend toward web-based virtual reference systems. Management sessions include presentations on the TEAMS system, NARA's work moving the Clinton White House to Arkansas, and the ins and outs of consulting. The Special Focus track will address the issues facing small repositories, sports history in Baltimore, and the story of the slaughter of over 1000 African-American troops in southern Mississippi during World War II. Though aimed at mid-level professionals, the program provides something of interest to all archivists.

William Noel, Curator of Manuscripts at the Walters Art Museum, will be the luncheon speaker. Dr. Noel will discuss the Archimedes Palimpsest, the oldest surviving manuscript containing the work of the noted scientist and mathematician, particularly the work undertaken to preserve it for the future and to make its text legible. For the Plenary, Carol Allen, President of Historic Towson, Inc., will lead a panel discussion on "The Building of a Sanctuary," a documentary about Sheppard and Enoch Pratt Hospital, one of the nation's leading mental health facilities. The film explores the ways in which control of "place" - both architecture and landscape - influenced the development of compassionate healthcare for the mentally ill. Architect Calvert Vaux's 1891 design and Sheppard Pratt's pioneering use of a home-like treatment setting helped shape the creation of later institutions. Hospital staff, among others, were interviewed for the film. Elizabeth C. Wiggins, Project Research Director, who developed the interview questions and worked extensively in the hospital's archives; and W. Byron Forbush, Chairman of the Board at Sheppard and author of a history of the hospital, will be panelists. A special showing of the film's promo will be included. The plenary session should allow us to see beyond the basics of our society's views towards mental health treatment.

Both Local Arrangements and Program Committees look forward to presenting the "other Baltimore," Baltimore County, and taking MARAC members "Beyond the Basics."

SHERATON BALTIMORE NORTH AND TOWNSON UNIVERSITY
Photos courtesy of Mary Mannix, 2001

WEBSITES OF INTEREST

Baltimore County Public Library Legacy Web Home Page
http://external.bcpl.lib.md.us/hcdo/lw_home.html

Historic Towson, Inc.
http://www.charm.net/~hti

Maryland Historical Society
http://www.mdhs.org

Sheppard Pratt Health System - About Sheppard Pratt
http://www.sheppardpratt.org/sp_htmlcode/sp_about/sp_about.cfm

Towsontown Center
http://www.towsontowncenter.com

STATE AND LOCAL NEWS FROM PAGE 18

from repositories around the state. New York Archives is a benefit of membership in the Trust, a not-for-profit dedicated to supporting the State Archives and ensuring that New York's historical records are available for future generations. To join, call 518-473-7091 or email aptrust@mail.nysed.gov. Memberships start at $35.

The State Archives also announces the publication of *Erie Canal: New York's Gift to the Nation.* Designed for educators, the book combines archival documents, essays from historians, and lessons from teachers into one desktop reference to help fulfill the state's learning standards. The book was compiled by Julie C. Daniels, Coordinator of Educational Programs at the State Archives and edited by Dr. F. Daniel Larkin, a noted canal authority and State University of New York Distinguished Professor at SUNY Oneonta, and Jean West, former educator at the National Archives. Three years in the making, the book can be used by elementary, middle and secondary teachers to teach math, science, language arts, as well as history. Copies can be ordered by calling 800-821-0115 or online http://www.cobblestonepub.com.

Nearly one hundred photographs and other historical documents from the State Archives are featured in "The High Line: A City Divided, A City United," an exhibit on display at the New York State Museum through February 24, 2002. The exhibit traces the construction of Elmira's railroad elevations from 1932 to 1937 and the unanticipated impact of project on the community.

The State Archives has received its second "Save America's Treasures" grant to preserve a nationally significant collection of records. The Native American Treaties and Land Papers (1642–1850), one of the few surviving sources on this under-represented group, describe the lives of the Iroquois Six Nations, as well as the Long Island Algonkians, Shinnecocks, and others. This collection is a remnant of a larger body of records tragically lost to war, fire, and neglect over the past three hundred years. Virtually all the 1,323 Native American documents are brittle, discolored and torn; some were badly burned in the Capitol Fire of 1911 while others are mold damaged. All will receive conservation treatment. The $50,000 grant will be matched with funds raised by the Trust.

Since 1989, the Board of Regents and the New York State Archives have recognized outstanding efforts in archives and records work in a broad range of categories by presenting awards. In November in Albany, the 2001 Annual Archives Award recipients were honored at a luncheon sponsored by the Archives Partnership Trust. Award certificates were presented to: the New York State Historical Records Advisory Board (William Hoyt Advocacy Award); Crandall Public Library's Center for Folklife, History and Cultural Programs (Program Excellence in a Historical Records Repository); Oswego County (William H. Kelly Award for Excellence in Local Government Archival Program Development); City of Troy (Cheryl Steinbach Award for Excellence in Local Government Records Management); NYS Department of Environmental Conservation (Excellence in State Agency Archival Program Development); Robert F. Wagner Labor Archives, NYU (Debra E. Bernhardt Award for Excellence in Documenting New York's History); Robert A. Slayton, Chapman University, CA (Excellence in Research Using the Holdings of the State Archives); Greater Capital Region Teacher Center in Albany (Excellence in the Educational Use of Local Government Records by a Local Government).

The Cornell University Archives has received an NHPRC grant for an 18-month project to investigate the requirements for electronic administrative records. Consultant Nancy McGovern interviewed relevant staff in the University's Archives, Registrar's Office, and Information Technologies and compiled a report which provides a starting point for universities to consider their electronic student records systems; proposes approaches and considerations for preserving these records; presents the technical and organizational context for the systems; and provides relevant sources and research citations for further research and applied projects. While the report makes recommendations specific to Cornell, it offers valuable findings to all university archivists with specific strategies and recommendations for additional research. The report is available online http://rmc.library.cornell.edu/online/studentRecords/ or in paper form for $10. Direct requests to Peter Martinez, Division of Rare and Manuscript Collections, 2B Kroch Library, Cornell University, Ithaca, NY 14853 or pm66@cornell.edu.

Lightspan's StudyWeb has selected the New York Latinos Documentation Project as a featured site. StudyWeb identifies the best for educational web sites for students and teachers. The Project is part of the Rediscovering New York History and Culture section of the New York State Archives' website, which provides a comprehensive electronic directory of historical resources.

The Westchester County Archives, the Westchester County Historical Society, the Town of Eastchester and the City of White Plains have developed the Westchester County Virtual Archives site at http://www.westchesterarchives.com/. The project relied on the Local Government Records Management Improvement Fund, substantial private

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donations and support from the county information technology department. Patty Dohrenwend, Director of the County Archives, spearheaded the project along with County Executive Andy Spano.

In January, Susan Hughes of Oswego will begin work as the Central New York Documentary Heritage Program Regional Archivist. Before coming to New York, Susan was an archivist at Bowling Green University in Ohio.

Geof Huth has been sending out an occasional eNewsletter to members of the New York Caucus. To be added to the mailing list or to contribute information, contact the Caucus Representative.

Caucus Representative
Geof Huth can be reached at
518-402-5371 or
ghuth@mail.nysed.gov

Pennsylvania

A list of events sponsored by Pennsylvania archival repositories for Archives Week, compiled by Cindy Bendroth, Archivist at the Pennsylvania State Archives, for the Central Pennsylvania Archivist Group (cbendroth@state.pa.us), is available at http://www.phmc.state.pa.us/bah/darms/shrab/archivesw.html.

Last Fall, the Pennsylvania State Historical Records Advisory Board (SHRAB) and the Pennsylvania Federation of Museums and Historical Organizations offered a series of one-day workshops around the state. Funded by grants from the Pennsylvania Historical and Museum Commission (PHMC), and the National Historical Publications and Records Commission (NHPRC), the workshops support SHRAB's efforts to implement its Strategic Plan to preserve and enhance public access to Pennsylvania's documentary heritage. This series included two topics, each offered at several locations around the state. "Reformatting Archival Materials," presented by Dr. Gregory Hunter, Associate Professor at the Palmer School of Library and Information Science, covered the basics of micrographics and digital imaging systems and was designed for staff at historical societies, museums, public libraries, and local government offices who have little or no previous archival training. "Archival Management for Curators," taught by Valerie Metzler, an independent archival consultant, introduced basic archival principles and methodology to historical society and museum staff more accustomed to dealing with objects. For information, contact Diane Smith Wallace, PHMC, Pennsylvania State Archives Building, 300 North Street, Harrisburg, PA 17120-0090; or dwallace@state.pa.us.

In other news, the PHMC has awarded $296,855 in Archives and Records Management grants to forty-one public and private records repositories in FY 2001-2002 under its History and Museum Grants Program. State funds were supplemented by an NHPRC grant as part of a two-year SHRAB Regrant Project. Fourteen county governments, three municipal governments, eight historical societies, five colleges and universities, and eight other private historical records repositories received grants for Access and Preservation, Special Archives Projects, and County Records Improvement. In the latter category, six county governments provided almost $80,000 in matching grants. For more information, contact David Shoff, PHMC, at the address above; or call 717-783-5796.

Caucus Representative
Jim Quigel can be reached at
(814) 863-2505 or
jpq1@psulias.psu.edu

Virginia

Mark your calendars for the Spring Caucus meeting on March 15, 2002 at the Virginia Museum of Transportation (VMT) in Roanoke. Meeting details will be sent to all caucus members and posted on the MARAC-VA listserv in January. For more information, contact the Caucus Representative.

In other news, the VMT Archives and Special Collections Library has been selected as a partner for the Library of Congress Veteran's Oral History Project and embarked on project-related activities this fall. In addition, Darlene Richardson, VMT Historian and Archivist, presented "Doing Instigative Research: Using Oral History to Promote Social Justice," a session at the Oral History Association annual conference last October in St. Louis, MO.

The Virginia Historical Society is pleased to announce the completion of the guide to the Best Products Collection. Compiled by Project Coordinator Laura Gilmour, the Best Products guide is a companion publication to the soon-to-be released guide to the papers of Sidney and Frances Lewis. The Lewises, founders of Best Products Company, are well-known as patrons of the arts.

The Virginia Historical Society welcomes Archival Technician Lorin Seipp to the staff. Lorin, a recent Longwood College graduate, will be working on the retrospective conversion of the Manuscripts Card Catalog.

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West Virginia

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The *Mid-Atlantic Archivist* (*MAA*) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes interested individuals who live and work in Delaware, the District of Columbia, New Jersey, New York, Maryland, Pennsylvania, Virginia, and West Virginia. MARAC seeks to promote the professional welfare of its members; to effect cooperation among individuals concerned with the documentation of the human experience; to enhance the exchange of information among colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audio-visual and related special research collections, and records managers; and to encourage professional involvement of those actively engaged in the acquisition, preservation, bibliographic control and use of all types of historical research materials.

Individual annual membership dues are $35. The dues year runs from October 1 through September 30. Membership is not open to institutions, but institutions may purchase subscriptions to MAA at $35 per year.

Membership applications should be addressed to: MARAC, 8233 Old Courthouse Road, Suite 210, Vienna, VA 22182; phone: (703) 556-4905; fax: (703) 556-9301; **cpayson@kimbal.com.**

Material for publication should be sent to Katy Rawdon-Faucett, The Barnes Foundation, 300 North Latch's Lane, Merion, PA 19066-1759; (610) 667-0290; fax: (610) 664-4026; **krawdon@barnesfoundation.org.**

Deadlines are February 15, June 1, August 15, and December 1.

Advertising rates and requirements can be obtained from Susan Aprill, Brooklyn Collection, Brooklyn Public Library, Grand Army Plaza, Brooklyn NY 11238; (718) 230-2778; fax: (718) 857-2245; **s.aprill@brooklynpubliclibrary.org.**